



Board Meeting – February 18th – 5:30 pm
Location: BIA office 199 Front Street, Suite 208A

AGENDA

1. Call to Order

1.1 Attendance

1.2 Approval of Agenda

Motion: Move the approval of the BIA Board agenda as presented.

First:

Second:

All in favour:

2. Disclosure of Pecuniary Interest

3. Reading and confirmation of Minutes (January 2025)

Motion: Move the approval of the BIA Board minutes as presented.

First:

Second:

All in favour:

4. Board Member Changes

1.1. Maury Flunder

Motion: Move to remove Maury Flunder from the DBIA Board of Directors.

First:

Second:

All in favour:

1.2. Brooke Miller

Motion: Move to add Brooke Miller to the DBIA Board of Directors.

First:

Second:

All in favour:

5. Remarks from the Chair - Matt Leonard

6. Deputation - Elisha Maguire - Santa Claus Parade - Please see attached proposal.



7. Executive Director Report – Danielle Hanoman

Motion: Move to receive the report.

First:

Second:

All in favour:

8. Marketing & Event Debrief – Matilda Aide

Motion: Move to receive the report.

First:

Second:

All in favour:

9. Public Relations and Membership Debrief - Yona Harvey

Motion: Move to receive the report.

First:

Second:

All in favour:

10. Consent Agenda

- a) Tabled in January - Request to approve \$2909.75 for HR Covered - attached in agenda package. Decision to utilize services ad hoc.
- b) ZOHO CRM software purchase for 2025 - \$25/month, month to month or \$19/month billed yearly.

Motion: Motion to approve the consent agenda.

First:

Second:

All in favour:

11. Financial update - Cloud Based Services is entering all receipts from 2024 into Quickbooks. Reports are available but please note, entries are still being processed in Quickbooks. Audit starts March 12th 2025.

12. Committees - establish dates and times - priorities and elect a new chairperson

- Vision & Strategic Planning – Report from Theresa Bailey Attached - please review and provide feedback
- Economic Development
- Membership & Communication
- Events & Programming
- Governance – as needed



Motion: Motion that Committees have been updated

First:

Second:

All in favour:

13. In Camera - Staff performance Review

2.1 Motion: Motion to go into in-camera session

First:

Second:

All in favour:

2.2 Motion: Motion to go out of in-camera session

First:

Second:

All in favour

14. Adjournment

Motion: Motion to Adjourn

First:

Second:

All in favour: